

**CHANGES IN THE 2013-2015 COLLECTIVE
BARGAINING AGREEMENT BETWEEN THE
STATE OF MINNESOTA AND MIDDLE MANAGEMENT ASSOCIATION**

Unless otherwise indicated, all changes are effective September 21, 2013.

GENERAL

Technical date changes throughout entire contract.

ARTICLE 1 – ASSOCIATION RECOGNITION

No change.

ARTICLE 2 – DUES CHECK-OFF

No change.

ARTICLE 3 – EMPLOYER RIGHTS

No change.

ARTICLE 4 – ASSOCIATION RIGHTS

No change.

ARTICLE 5 – STRIKES AND LOCKOUTS

No change.

ARTICLE 6 – DISCIPLINE AND DISCHARGE

No change.

ARTICLE 7 – GRIEVANCE PROCEDURE

No change.

ARTICLE 8 – VACATION AND SICK LEAVE

Section 1. Vacation Eligibility and General Conditions. B. Vacation on Initial Entry to State Service. Change title to “B. Vacation on Appointment to a Supervisory Position.” Change to clarify that vacation advance is for initial entry into state service in an MMA position, and that a newly appointed supervisor with an existing vacation balance is not eligible for vacation advance.

Section 3. Vacation Cashout on Separation. Change title to “Section 3. Vacation Cashout on Separation or Movement to a Vacation Ineligible Position” and add language providing vacation cash out when as supervisor moves into a vacation ineligible position.

Section 6. Sick Leave Use. Added a cross reference to a letter on sick leave use.

ARTICLE 9 – HOLIDAYS

Section 2. Observed Holidays. Technical date changes.

ARTICLE 10 – LEAVES OF ABSENCE

No change.

ARTICLE 11 – HOURS OF WORK AND OVERTIME

No change.

ARTICLE 12 – SENIORITY

No change.

ARTICLE 13 – LAYOFF AND RECALL

No change.

ARTICLE 14 – FILLING OF POSITIONS

Section 2. Job Posting. Reduce posting period from 10 days to 7 days.

ARTICLE 15 – PROBATIONARY PERIOD

No change.

ARTICLE 16 – WAGES

Technical date changes as appropriate throughout Article.

Technical changes throughout Article renumbering Sections following inclusion of new Section 2.

Section 2. Conversion. Effective July 1, 2013, employees shall be assigned to the same relative step within the salary range for their class except as specified below.

Employees who are paid a rate which exceeds the maximum rate for their class prior to the implementation of this Agreement, but whose rate falls within the new salary range for their class, shall be assigned to the maximum of the new range.

Employees whose salaries as of June 30, 2013 equal or exceed the new maximum rate for their class shall not receive a salary adjustment, but these employees shall not receive a reduction in pay.

Section 3. First Year Wage Adjustment. Effective July 1, 2013, all salary ranges and rates shall be increased by three percent (3.0%), rounded to the nearest cent. Employees convert to the new compensation grid as provided in Section 2.

Section 4. Second Year Wage Adjustment. Effective July 1, 2014, all salary ranges and rates shall be increased by three percent (3.0%), rounded to the nearest cent. This salary adjustment shall be given to all employees including those employees whose rates of pay exceed the maximum rate for their class.

Section 6. Achievement Awards. Extending Team Achievement Award provision through June 30, 2015.

Section 11. Health Care Savings Plan. NEW. Effective July 1, 2014, all supervisors shall contribute 1% of their gross earnings subject to retirement into a personal Health Care Savings Plan account with the Minnesota State Retirement System each pay period.

Section 14. Medical/Dental Expense Account. Insurance eligible employees may participate in a medical dental expense reimbursement program on a pre-tax basis as permitted by law or regulation up to the maximum provided in the IRS regulations. Obsolete language reading “up to a maximum of five thousand dollars (\$5,000) per calendar year” will be amended to align the annual MDEA maximum with the amount of salary reduction contributions allowed under Section 125 of the Internal Revenue Code per calendar year.”

ARTICLE 17 – INSURANCE

Technical date changes.

Section 2. Eligibility for Group Participation A. Employees – Basic Eligibility. Change reference to temporary employees to temporary “classified” employees.

Section 2. Eligibility for Group Participation B. Employees - Special Eligibility 4. Retired Employees. Change reference to “Separated Employees Under M.S. 43A.27” and modify language to comply with law and practice.

Section 2. Eligibility for Group Participation C. Dependents. 1. Spouse. Effective January 1, 2015, if both spouses work for the State or another organization participating in the State's Group Insurance Program, a spouse may be covered as a dependent by the other.

Section 2. Eligibility for Group Participation C. Dependents. 2 Children. c. Coverage Under Only One Plan. Effective January 1, 2015 for purposes of health and dental coverage, if the employee's adult child (age 18 to 26) works for the State or another organization participating in the State's Group Insurance Program, the child may be covered as a dependent by the employee.

Section 3. Eligibility for Employer Contribution. A. Full Employer Contribution - Basic Eligibility. Clarify the language for employees who are scheduled to work at least 75% who are eligible for full Employer contribution.

Section 3. Eligibility for Employer Contribution. B. Partial Employer Contribution- Basic Eligibility. Clarify the language for employees who are scheduled to work at least 50% but less than 75% who are eligible for the partial Employer contribution.

Section 3. Eligibility for Employer Contribution. C. Special Eligibility 2. Employees on Layoff. Clarify language regarding eligibility for Employer contribution while on seasonal and permanent layoff.

Section 3. Eligibility for Employer Contribution. D. Maintaining Eligibility for Employer Contribution. 4. Special Leaves. Add section title, “Special Leaves.”

Section 4. Amount of Employer Contribution. Technical date changes.

Section 4. Amount of Employer Contribution. A. Contribution Formula – Health Coverage. 1. Supervisor Coverage. Beginning 1/1/15, for employee health coverage, the Employer contributes an amount equal to ninety-five percent (95%) of the employee-only premium.

Section 4. Amount of Employer Contribution. B. Contribution Formula – Dental Coverage. Technical date changes.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. Technical date changes.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. a. Benefit Options 4) Advantage Benefit Chart for Services Incurred During Plan Years. Technical date changes. Delete obsolete chart and insert new chart, including references to in-network convenience clinics and online care.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. e. Prescription Drugs. 1) Copayments and annual out-of-pocket maximums. Delete obsolete language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. j. Lifetime maximums and non-prescription out-of-pocket maximums. Delete obsolete language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. k. In-Network Convenience Clinics and Online Care. Added language regarding on-line care and that it is subject to a ten dollar (\$10) copayment. First dollar deductibles are waived for on-line care.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 6. Post-Retirement Health Care Benefit. Clarifies that employees who separate and are eligible to receive a retirement annuity are entitled to the benefit. If employees have an HCSP waiver on file, they receive the benefit in cash.

Section 7. Optional Coverages. A. Employee and Family Dental Coverages. 2. Coverage Under State Dental Plan. a. Copayments. Technical date change.

Section 7. Optional Coverages. A. Employee and Family Dental Coverages. 2. Coverage Under State Dental Plan. c. Annual Maximums. The annual maximums benefit is increased from \$1,000 to \$1,500.

ARTICLE 18 – EXPENSE ALLOWANCES

Section 5. Meal Allowances. Throughout the Section change the reference from “home” station to temporary or permanent work station.

Section 5. Meal Allowances. D. Reimbursement Amounts.

For in-state beginning January 1, 2014, the meal rates are:

Breakfast	\$ 9.00
Lunch	\$11.00
Dinner	\$16.00

For out-of-state metropolitan areas beginning January 1, 2014, the meal rates are:

Breakfast	\$11.00
Lunch	\$13.00
Dinner	\$20.00

ARTICLE 19 – RELOCATION EXPENSES

Section 2. Covered Expenses. A. Travel Status. Add language to provide that a supervisor does not receive a mileage reimbursement for travel from temporary residence to new work location.

Section 2. Covered Expenses. E. Miscellaneous Expenses. Extend discretionary relocation expenses from \$1,785 to \$3,000. Delete unnecessary language.

Section 2. Covered Expenses. F. Other Expenses. Delete “Other Expenses” heading to clarify language.

ARTICLE 20 – HOUSING

No change.

ARTICLE 21 – UNIFORMS

No change.

ARTICLE 22 – SUPERVISOR RIGHTS

No change.

ARTICLE 23 – SAFETY

No change.

ARTICLE 24 – WORK RULES

No change.

ARTICLE 25 – VOLUNTARY REDUCTION IN HOURS

No change.

ARTICLE 26 – SAVINGS CLAUSE

No change.

ARTICLE 27 – COMPLETE AGREEMENT AND WAIVER CLAUSE

No change.

ARTICLE 28 – LABOR/MANAGEMENT COMMITTEE

No change.

ARTICLE 29 – DURATION

Updated session number, dates and signatories.

APPENDIX A – SENIORITY UNITS

Updated to reflect changes in seniority units.

APPENDIX B – PRORATED HOLIDAY SCHEDULE

No change.

APPENDIX C – PRORATED VACATION SCHEDULE

No change.

APPENDIX D – PRORATED SICK LEAVE SCHEDULE

No change.

APPENDIX E – SUPPLEMENTAL AGREEMENTS

Working on a Holiday Premium Pay in several supplemental agreements:

- Currently supervisors in DHS, DOC, DPS, DOT, and Veterans Homes receive \$30 for working four hours or less and \$60 for more than four hours. Effective on approval of the agreement this rate will be increased to \$40/\$80 in all agencies except Veterans Homes.
- DNR Parks Supervisors will start receiving a \$30/\$60 holiday premium effective upon approval of the agreement.

Department of Health:

- Changed compensation for voluntary on-call to incorporate an MOU March 4, 2013.

Department of Public Safety:

- Radio Communication Supervisors (RCS). Effective July 1, 2013, all RCS including those in Rochester shall receive a \$2/hour differential.

Minnesota State Colleges and Universities:

- Section G.10.A (Supplemental Retirement Account Contributions) changed to: (a) add reference to eligibility statute, (b) delete outdated date references, and (c) update the language to reflect the current employee deduction and employer match amount for MMA (\$1700).
- Section G.11 (Technical College Transition) – delete outdated language.

APPENDIX F-1 CLASS ASSIGNMENTS AND SALARY SCHEDULE (7/1/13-6/30/14)

Updated.

APPENDIX F-2 CLASS ASSIGNMENTS AND SALARY SCHEDULE (7/1/14-6/30/15)

Updated.

APPENDIX G – DEPARTMENT OF HUMAN SERVICES/DEPARTMENT-WIDE

No change.

APPENDIX I – STATUTORY LEAVES

Add a reference to the webpage for the statewide FMLA policy.

NEW APPENDIX J – DISCRETIONARY STUDENT LOAN REIMBURSEMENT FOR REGISTERED NURSE ADMINISTRATIVE SUPERVISORS (RNAS) AND REGISTERED NURSE SUPERVISORS (RNS). RNAS and RNS shall be eligible for the discretionary student loan reimbursement that is available to MNA nurses.

LETTERS

Inserted letter regarding salary inequity adjustments.

Inserted letter dated July 2, 2013, regarding employee use of accrued sick leave for the illness and injury of certain family members.